

Prior Issue: N/A

Juveniles placed in housing units that do not have restroom facilities in their assigned room shall be afforded the opportunity to request timely bathroom access from third shift Housing Unit and Security staff.

1. Upon receiving a request to use the bathroom by a juvenile, **HOUSING UNIT STAFF** shall notify security staff for assistance in order to ensure that the juvenile is afforded timely access to use the bathroom:
 - a. Upon receiving a request from housing unit staff for a juvenile to use the bathroom, **SECURITY STAFF** shall report to the unit within ten minutes from the receipt of the request;
 - b. **HOUSING UNIT AND SECURITY STAFF** shall ensure that a minimum of two staff are available to provide a juvenile access to the bathroom.
2. During shift change, **SECOND SHIFT SECURITY AND HOUSING UNIT STAFF** shall report information, if any, to the on-coming staff about juveniles who may be experiencing medical conditions that require frequent visits to the bathroom.
3. **SECOND SHIFT HOUSING UNIT STAFF** shall conduct regular room inspections prior to scheduled bedtimes to ensure that juveniles do not have any containers, cartons or receptacles in their rooms that may be used for human waste.
4. **THIRD SHIFT SECURITY STAFF** shall respond to housing unit staff requests for juveniles requiring access to the bathroom:
 - a. If there is a request to use the bathroom from housing unit staff on behalf of a juvenile, **SECURITY STAFF** shall ensure the on-duty Security Control Officer logs the information (juvenile's name, K number, housing unit, time);
 - b. If there are no requests to use the bathroom from housing unit staff on behalf of any juveniles, **SECURITY STAFF** shall ensure the on-duty Security Control Officer logs the information and reports that no requests for bathroom use were made.

[illegible]